

~~CONFIDENTIAL~~

*Chow
Juno
A018*

Chief, Technical Accounting Staff

16 August 1955

Chief, Finance Division

Advances - Regulation [REDACTED]

Document No. <u>25</u>
No Change In Class. <input type="checkbox"/>
<input type="checkbox"/> Declassified
Class. Changed To: TS S <u>(E)</u>
Auth.: HR 70-2
Date: <u>10 OCT 1978</u> By: <u>016</u>

25X1A

Paragraph 3 - The wording of this paragraph should be consistent with approving officers as defined in proposed Regulation [REDACTED] giving consideration to the redelegation of approving authorizations. It is not clear just who will be considered as an "individual reporting directly to Headquarters from overseas areas." This point should be clarified.

25X1A

Paragraph 4a(3) - It is suggested that this paragraph be written to read as follows: "Establishing a due date or period of accounting for settlement of the amount of funds advanced subject to concurrence of the Certifying Officer, consistent with the nature of the circumstances of the operation."

Paragraph 4a(4) - It is suggested this paragraph be written to read as follows: "Obtaining the consent of the appropriate approving ^(or) Certifying Officer of any change in the due date occasioned by the subsequent circumstances, and advising the Finance Division thereof."

Paragraph 4a(2) - A statement that "Chief, Finance Division shall periodically report delinquencies on the part of the advancees to the heads of the Agency components to which the advancees were assigned at the time the funds were advanced" is not technically correct inasmuch as home division codes are changed based on advice from Area Divisions with the result that trial balances and statement of accounts are sent to the new home division of the advancee. It is suggested that in connection with the administrative responsibilities of the Approving Officers, that all outstanding advances to an individual be settled prior to the actual transfer from one home division to another. This approach is consistent with a Clandestine Services Instruction which is currently being developed which will, among other things (1) Require complete clearance prior to transfer, or (2) Require receiving component to accept responsibility for uncleared account. It is suggested that same approach be considered for this regulation.

Paragraph 6 - Last word, third line, should read "invoked".

Paragraph 6h(2) - It is suggested the second sentence of this paragraph be changed to read as follows: "Deductions in the full amount of indebtedness not to exceed two-thirds of the gross salary due per pay period will be applied to the indebtedness until the advance(s) is liquidated in full." (Comment: This is consistent with attached copy of my memorandum dated 27 June 1955.)

~~CONFIDENTIAL~~

- 2 -

Paragraph 61 - It is suggested the words "by the Chief of Division or Office concerned" be inserted in the first sentence after the words "promptly informed" and "that until such time".

With respect to the comments offered by Mr. [REDACTED] Office of Training, it is our opinion that such situations are adequately provided for either by (1) Administrative Plans or (2) DCI waivers. Accordingly, these suggestions need not necessarily be embodied in this Regulation.

25X1A9a

[REDACTED] 25X1A9a
Chief, Finance Division

Attachment

FD/LEB:ADB:mhp

MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

Attachments Missing